

ORANGE COUNTY SHERIFF'S DEPARTMENT



Training Division

Photographic or Digital Media Evidence Booking Procedures

Proper handling, collecting and booking of evidence is a fundamental necessity of law enforcement. Any breakdown in this process degrades our ability to properly present the facts of an investigation and could compromise the admissibility of evidence.

EFFECTIVE IMMEDIATELY: All photographs or videos taken by department members or any digital media collected, will be booked into evidence and entered into P.E.A.B.I.T.S. (Property/Evidence Automated Booking Information System) also known as REMEDY. The evidence will be placed in a manila envelope and stored into a locked locker in the same manner as any other piece of evidence.

All mailboxes or the "Photo drop boxes" historically utilized for photo envelopes will **no longer be used.**

If you have any questions regarding the booking of evidence, please call Property & Evidence between 0600 and 1600 at 714-834-6483. Field Operations Manual Section 44 will be changed to reflect the new booking procedures.

